

## COMMIT 2 CHANGE PROGRAMME REFERRAL GUIDANCE

This document is intended to provide guidance on how to complete a referral for the Commit 2 Change programme and explains why the information requested is required.

If you have any specific questions about a referral you can contact the Commit 2 Change team on 0151 282 1405 or 0151 330 5261.

### Client, partner and child details

All of this information must be provided on the form. You cannot just make reference to other systems where some this information may be held.

The programme coordinator assesses the referral against a range of factors and it is important information about all the relevant individuals involved is together in one place.

Equalities information– date of birth, ethnicity, religion, disability and sexual orientation – is also important to understand who our service users are and if they have any specific needs. It also helps us to monitor and assess any barriers to accessing support. Wherever possible this information should be provided. Clients should know this information, along with other personal data, will always be stored securely, and will not be shared without good reason.

The diversity monitoring sheet can be found in Appendix A at the bottom of the referral form. The relevant number from each section should be provided in the referral form.

### Reasons for referral

This section enables you to provide detail about why the referral is needed – ie what is going on with the client (perpetrator) and wider family in relation to domestic abuse.

It also allows you to provide other background information about the family which will help in the assessment of risk and suitability for the programme.

Without a clear picture of a family's background, risks cannot be properly assessed.

### External agency involvement

This helps the assessor identify what other professionals are working with the client. Knowing who these agencies are will help ensure any additional issues facing them are recognised and understood and are built into risk management. It also helps with the coordination of any multi agency plans to ensure clients are not overwhelmed with competing demands and priorities – supporting the one worker, one plan approach.

Please include contact details of agency workers where known.

### Partner support

If the client is accepted on to the programme, his partner/ex partner (victim) will be offered support alongside this from either SWACA or IDVA. The main purpose of this to keep victims of domestic abuse and their children safe. The Commit 2 Change programme includes lots of challenge from facilitators and it is important the partner/ex partner knows about the programme and what it includes to avoid any minimisation or potential disguised compliance by the client.

It also enables the victim to provide their views of what has changed, or not, to an independent service.

Knowing whether a partner/ex partner (victim) is already engaged with a domestic abuse service helps the assessor consider the current risks associated with this family and ensure the partner/ex partner is made aware of support if they aren't.

### **Client understanding**

If you are planning to make a referral to Commit 2 Change, the client (perpetrator) **MUST** be told of this. It is a voluntary programme and they should be given information about what it includes and agree to the referral being made.

The client must also acknowledge there is an issue with their behaviour being abusive. This is a mandatory requirement to be accepted onto the programme. If they do not accept this, the referral will not be progressed. For the programme to be successful, clients must be prepared to accept responsibility for their behaviour and commit to making positive changes from the outset.

You should also discuss with them whether there are any barriers to them attending the programme. Wherever possible, the programme coordinator will try to address any barriers. This does not include providing translators if the perpetrator does not speak English. Being able to speak English fluently is a mandatory requirement of the programme.

If this section is not completed, the referral will be returned and will not be progressed until it has been.

### **Risk assessment**

It is important to understand the level of risk associated with the client (perpetrator) and his partner/ex partner in relation to domestic abuse before they are accepted onto the Commit 2 Change programme. A risk assessment **MUST** have been completed recently (within the last 3-6 months). There is no minimum or maximum score level for a client to be accepted onto the programme. However, the type of risk factors may influence whether the client is suitable for the programme at the at moment in time.

If you know the partner/ex partner (victim) is working with a specialist domestic abuse service (Eg SWACA or IDVA), you can check with them when a risk assessment was last completed. If you do not have a copy you can include the risk score, date of risk assessment, name of worker and agency in this section and this will be followed up by the programme coordinator.

If a risk assessment hasn't been completed recently, you will need to do this and submit it with your referral form. The risk assessment is provided at the end of the referral form in Appendix B.

### **Referrer details**

We need to know who you are in case we need any further information or need to provide feedback at any time.